



CITY COUNCIL MEETING MINUTES

1. Call to Order.

The regular meeting of the St. Maries City Council was called to order by Mayor Tom Carver at 5:30 p.m. on Tuesday, October 14, 2025, in Council Chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT

Mayor, Tom Carver

Councilors, Sabrina Powell, Charles Winter, Doug Ryan, Ed Spooner, Tina Thomson

3. Pledge of Allegiance.

Mayor Carver led all present in the Pledge of Allegiance.

4. Consent Calendar – action item

Mayor Carver noted for the record the amount of expenses presented for payment approval, as shown below.

- a. Approve the minutes from the Regular Meeting on September 08, 2025 and September 22, 2025.
- b. Approve the expenses in the amount of \$364,723.09 from September 2025.
- c. Approve Treasurers Report for August 2025.
- d. Approve LHTAC Pay Request No. 2 for 2nd Street Sidewalk Project (KN. 24688) in the amount of \$45,634.48.

Motion to approve the consent calendar as presented.

Result: Passed

Moved By: Spooner

Seconded by: Ryan

Voted Yes: Powell, Winter, Ryan, Spooner, Thomson

Absent: Dorendorf

5. Old Business – none.

6. New Business

- a. Designate Jacob Parsons as Planning and Zoning Administrator. – action item

Motion to approve the appointment of Jacob Parsons at the Planning and Zoning Administrator.

Result: Passed

Moved By: Spooner

Seconded by: Ryan

Voted Yes: Powell, Winter, Ryan, Spooner, Thomson

Absent: Dorendorf

7. Reports and Communications

- a. Mayor's Update.

No Updates.

- b. City Council Comments.

Councilor Winter stated that every vote will count this year.

Councilor Spooner stated he would like to get an update on the Benewah County solid waste discussion.

- c. Public Works Director's Update.

Shiloh Pfeiffer, Public Works Director, stated that they have been working on various water leak repairs around the city.

Councilor Spooner requests the manholes on Main Avenue be repaired. Spooner also questioned whether the College Avenue sidewalk repairs that were done would be included sealing them which Terrun, City Attorney, stated he will reach out and find out.

Councilor Ryan questioned how the City will be determining snow plowing this upcoming year as many crew members live outside of city limits. Pfeiffer and Scott Castles, Police Chief, will work together to come up with a plan.

d. Police Update.

Scott Castles, Police Chief, stated that a district liaison from the juvenile corrections did a walk through and it went well.

e. Building Official Update.

Jacob Parsons, Building Official, stated that we will find out on the 21st whether or not the State will be adopting the new building codes.

8. Public Comments

Mayor Carver recited the rules and procedures for public comment, followed by an opportunity for comments from the public regarding items included on the agenda and other topics relevant to the business of the City of St. Maries. Information only; no Council action.

There were no public comments.

9. Adjourn.

With no further business on the agenda, the meeting was adjourned at 5:49 PM.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their regular meeting held on November 10, 2025.



Tom Carver, Mayor



Attest: Jaidyn Kinzer, City Clerk